

# Hawaii State Association of Counties

Counties of Kauai, Maui and Hawaii, City & County of Honolulu



MINUTES  
HSAC EXECUTIVE COMMITTEE MEETING  
March 19, 2013  
Honolulu Hale, Council Committee Room  
Honolulu, Hawaii

I. CALL TO ORDER

The HSAC Executive Committee was called to order by President Mel Rapozo at 10:10 a.m. The following members comprising a quorum were present:

County of Kauai:	President Mel Rapozo
County of Hawaii:	Vice President Dennis "Fresh" Onishi
City and County of Honolulu:	Secretary Stanley Chang
County of Maui:	Treasurer Michael Victorino
Others Present:	Honolulu staff Steve Uyeno Honolulu staff Denisse Gee Kauai staff Ashley Bunda Maui staff Kirsten Hamman  Jerry Chang, University of Hawaii Hilo Karen Pellegrin, University of Hawaii Hilo College of Pharmacy

II. APPROVAL OF AGENDA

The Committee approved the agenda.

III. MINUTES

The Committee approved the minutes of the February 4, 2013, Executive Committee meeting.



#### IV. REPORTS

##### A. Treasurer's Reports

The following items were approved by the Executive Committee:

1. Treasurer's Report for January 2013, as submitted by the HSAC Treasurer.
2. Treasurer's Report for February 2013, as submitted by the HSAC Treasurer.

The following item was approved with amendments by the Executive Committee:

1. FY 2014 Proposed Annual Operating Budget, as submitted by the HSAC Treasurer.

The Committee approved amendments to the proposed FY 2014 annual operating budget, as follows: 1) Increase revenues to include \$12,000 generated by the NACo Prescription Drug Program; 2) Increase WIR promotional expenses from \$250 to \$2,250; and 3) Increase National Conference Fund expenses by \$10,000. President Rapozo explained that the increased expenses proposed for FY 2014 are necessary to promote Kauai County's hosting of the 2015 national WIR conference.

##### B. County Reports

1. Maui County Report. Treasurer Victorino reported that the Council is most concerned with SB1194 which decreases the Counties' share of the transient accommodations tax. The Council has been closely tracking its progress during the current legislative session and the Council Chair has been consistently testifying in opposition to SB1194 whenever it was scheduled for a public hearing. He further reported that the Council is also extremely concerned about SB215 which creates the Public-Private Partnership Authority, which the Council opines is another iteration of the Public Land Development Corporation. He stated that HSAC is the critical entity that continues to ensure that counties' rights and privileges are protected from encroachment. President Rapozo agreed with Treasurer Victorino and likened HSAC to a trade labor union in its role to vigilantly protect county rights.
2. Hawaii County Report. Vice President Onishi reported that the Hawaii County delegation that attended the NACo Legislative Conference held in Washington D.C. on March 2 – 6, 2013, was

hosted by Congresswoman Mazie Hirono's staff on site visits around the capital. He further reported that the Hawaii County delegation enjoyed NACo President Rodger's program called "Next Generation" which seeks to educate and train new NACo members in the breadth of NACo resources. However, he questioned whether programs such as "Next Generation" have lasting value to the state of Hawaii, because by the time these Councilmembers become NACo "experts," they are term limited out of their seats. He outlined the Hawaii County budget schedule for the Committee. He concluded by stating that the Council will be deliberating on a Council resolution to express support of proposed state legislation to decriminalize the possession of one ounce or less of marijuana for private use.

3. City and County of Honolulu Report. Secretary Chang reported that the Council held budget hearings to receive testimony from the Administration's departments regarding their respective proposed budgets. He stated that one of his priorities is to ensure that the proceeds from the sale of the City's affordable housing projects will be used to address the persistent homeless situation in the City and County of Honolulu. He reported that Bill 72 (2012) which bans smoking at certain beach parks in Waikiki will be up for third reading at the next Council meeting. In response to a query, Secretary Chang replied that the language in Bill 72 (2012) includes certain Waikiki beach parks under the same ordinance prohibition as Hanauma Bay which has successfully enforced its smoking ban. In response to another query, Secretary Chang informed the Committee that similar smoking bans have been enacted and enforced in Japan, South Korea, and the state of California.

4. Kauai County Report. President Rapozo reported that the Mayor's budget increased the property tax, fuel tax, registration tax, and commercial tipping fees but did not reduce any personnel FTEs or costs. He stated that he informed the Mayor that he would prefer if the Mayor's budget had included a 20 percent reduction in personnel or duplication of services rather than burden Kauai's taxpayers with increased taxes and fees. He further reported that the number of drownings in Kauai has significantly increased this year. In response to a query, he informed the Committee that the increased drownings have been suffered by both residents and tourists.

- C. NACo Report. Treasurer Victorino reported that NACo's membership renewal rate is at 97 percent. Secretary Chang reported that two NACo resolutions authored by the Hawaii delegation, specifically: 1) Support of the federal Jobs Originated through Launching Travel Act 2013, commonly

known as "JOLT," which promotes overseas inbound travel to the United States; and 2) Support of continue federal funding of the Community Development Block Grant Funding Program, commonly known as "CDBG" were successfully passed by the NACo Board of Directors.

- D. WIR Report. Vice President Onishi reported that the next WIR Conference will be held on May 22 – 24, 2013, in Flagstaff, Arizona. He further reported that the WIR membership is eagerly anticipating the 2015 WIR annual conference being held in Kauai County. President Rapozo informed the Committee that the 2015 WIR annual conference will most likely be held at the Grand Hyatt Kauai Resort based on the mandatory WIR conference parameters. In response to a query, President Rapozo replied that Kauai County will be using a private event planning company.

## V. UNFINISHED BUSINESS

There was no unfinished business.

## VI. NEW BUSINESS

- A. Communication from Hawaii County Clerk Stewart Maeda regarding the appointment of Councilmember Dennis "Fresh" Onishi and Councilmember Greggor Ilagan as the Hawaii County Executive Committee Representative and Alternate, respectively.

This item was received and filed.

- B. Presentation by the University of Hawaii's Hilo College of Pharmacy (College) regarding the College's accreditation status and its request for State funds to construct a permanent building.

Ms. Karen Pellegrin, Director of Continuing/Distance Education and Strategic Planning for the University of Hawaii Hilo College of Pharmacy, stated that the University of Hawaii's Hilo College of Pharmacy is the only pharmacy college in the state of Hawaii. She stated that from the patient's perspective, a pharmacist is the most accessible health care professional. She informed the Committee that the "Patient Protection and Affordable Care Act," commonly called "Obamacare" or the "Affordable Care Act" and signed into law by President Barack Obama on March 23, 2010, integrated pharmacists into a comprehensive healthcare management team along with primary care physicians, nurses, physician assistants, and nurse assistants.

She stated that the College's first class was enrolled in 2007 and graduated in 2011. She informed the Committee that the College's 2009 – 2015 strategic plan includes being ranked in the top 25 pharmacy colleges

in the nation, establishing satellite campuses on Oahu, Maui, and Kauai, and manifesting its tripartite mission to become a top research facility, a top teaching facility, and a high profile community service provider.

She stated that construction of a permanent comprehensive complex for the College is not only vital in achieving the aforementioned goals, but also in maintaining the College's full accreditation status with the Accreditation Council for Pharmacy Education (ACPE). When the ACPE conducted its last site visit of the College, it determined that the College is not in compliance with ACPE standard # 27 dealing with physical facilities. The ACPE concluded that the University of Hawaii Hilo needed to provide an appropriate permanent home for its pharmacy college. As such, the College commissioned architectural plans and renderings to construct a new complex near Imiloa, to be called, "The Daniel K. Inouye College of Pharmacy." She concluded by stating that the completion of "The Daniel K. Inouye College of Pharmacy" will bring the College in complete compliance with ACPE standards and ensures its accreditation status.

Mr. Jerry Chang, Director of University Relations for the University of Hawaii Hilo, informed the Committee that Governor Abercrombie approved only one University of Hawaii Capital Improvement Plan (CIP) request, namely, "The Daniel K. Inouye College of Pharmacy" complex. He explained that the construction costs total \$33 million in general obligation bonds and \$5 million in revenue bonds. He further informed the Committee that this CIP project was removed from the budget by the state House of Representative's Finance Committee (specifically, from budget bill HB 200). He concluded by requesting Committee support for this CIP project and respectfully requested that each Committee member testify or meet with state legislators to restore this CIP project to the budget bill.

This item was received and filed.

- C. Discuss and approve the proposed recommendations reported in the "HSAC Audited Financial Statements (with Independent Auditors' Report) for the Years Ended June 30, 2012 and 2011."

Treasurer Victorino summarized the Auditors' recommendations, as follows:

1. Maintain one set of financial data using an online account with Quick Books;
2. Maintain one bank account for the organization and modify the signature cards each year, rather than creating new accounts;
3. Require approved documentation for each disbursement; and

4. Establish and document policies and procedures, particularly, internal control policies, including ensuring segregation of duties.

He recommended that the Committee approve the Auditors' proposed recommendations.

This item was approved.

Treasurer Victorino proposed that the Committee approve the disbursement of no more than \$200 for a Maui County Office of Council Services staff member to travel to Kauai County to train Kauai staff on the use of the online QuickBooks account and general financial management process as it pertains to the 2013 HSAC Conference in Kauai County.

This item was approved.

Vice President Onishi requested that HSAC reimburse Committee members for other travel expenses besides airfare, such as rental car expenses. He elucidated that Hawaii County allocates each Councilmember a district allowance of \$2,000 per annum and stated that he spends \$100 in monthly rental car fees to attend every Committee meeting, thereby leaving him with only \$800 to spend in his district. President Rapozo deferred action on Vice President Onishi's request to a later Committee meeting because a bylaw change would be necessary to accommodate a change in HSAC reimbursement policy. Treasurer Victorino cautioned the Committee that such a bylaw change requires careful deliberation and wording and expressed concerns regarding the expansion of travel reimbursements for HSAC members attending out-of-state conferences or meetings.

## VII. ANNOUNCEMENTS

- A. Schedule next meeting.

The next Executive Committee meeting was scheduled for April 26, 2013 at Honolulu Hale.

- B. Other Announcements.

There were no other announcements.

VIII. ADJOURNMENT

The meeting was adjourned at 12:16 p.m.

Very truly yours,

A handwritten signature in black ink, appearing to be 'Stanley Chang', written in a cursive style.

STANLEY CHANG

Secretary

Hawaii State Association of Counties